



Department of  
Administrative Services

*Customer Focused, Performance Driven*

Sonny Perdue  
GOVERNOR

Brad Douglas  
COMMISSIONER

Dear Applicant,

Thank you for your interest in the Georgia Department of Administrative Services, Surplus Property Program. This program offers surplus Department of Defense federal personal property to **Service Educational Activities**. Service charges apply for all property. In order to qualify for this program, your organization must meet the specific criteria outlined below. Applications must be signed by one of the organization's principal officers.

- **Application for Eligibility** (Includes Non-Discrimination Assurance & Resolution/Designation of Certifying Officials and Property Selectors).
- A complete copy of the SEA's charter or one of the following:
  - a) Certification identifying the activity as a recognized entity of a national organization.
  - b) The official service approval document.
- JROTC only:
  - a) Proof of JROTC designation on military service letterhead signed by designated DOD Official (usually training and education coordinator).
  - b) Equipment list authorized by military training component.

Please complete this package in its entirety. Incomplete applications can not be processed and will delay your organization's eligibility determination. Send completed applications and supporting documentation to:

GA DOAS, Surplus Property Division  
Attn: Eligibility Processing  
2072 North Bibb Drive  
Tucker, GA 30084

There is no charge for this application process. If you have any questions, please contact Tashika Cullins at (770) 414-6468.

Sincerely,

Steve Ekin  
Director

GA DOAS Surplus Property [Application](http://www.doas.georgia.gov) for Eligibility